

# Massachusetts Registry of Motor Vehicles Application Rejection Form

Applicant's Name: \_\_\_\_\_ License #: \_\_\_\_\_

Application for (circle one):                      Learner's Permit                      License                      Mass ID                      Liquor ID

## **Initial Inspection by Application Examiner**

Your application has been rejected because you did not meet the requirement(s) for:

- ☐ Massachusetts residency
- ☐ Age
- ☐ Signature
- ☐ Valid Social Security Number or acceptable Denial Notice
- ☐ I am not satisfied that you are the person described in the documents or photo
- ☐ Other: \_\_\_\_\_

Examiner's Comments:

\_\_\_\_\_  
\_\_\_\_\_

Date: \_\_\_\_\_ Examiner's initials: \_\_\_\_\_ Branch: \_\_\_\_\_

**Note:** You may seek an informal review of the Examiner's decision from the Branch Manager (or Designee) of this office by presenting this form and accompanying documents.

## **Informal Review by Branch Manager (or Designee)**

Upon review of the application, accompanying documents, and reason stated above, I find the application is:

- ☐ **REJECTED (for the reason stated above)**
- ☐ **OK TO PROCESS (return to the examiner)**

Manager's/Designee's Comments:

\_\_\_\_\_  
\_\_\_\_\_

Reviewer's Name : \_\_\_\_\_ Signature: \_\_\_\_\_

### **YOUR RIGHT TO APPEAL A DECISION OF THE REGISTRY**

Any person aggrieved by a ruling or decision of the Registry may, within ten (10) days of the original examiner's decision, file an appeal (on the appropriate form with the required \$50 application fee) to:

#### **BOARD OF APPEAL ON MOTOR VEHICLE LIABILITY POLICIES & BONDS**

Division of Insurance  
One South Station, 5th Floor  
Boston, MA 02110

You must provide one document from each list below to prove Massachusetts residence, signature, and date of birth. These must be three different documents. In addition, you must provide a verifiable SSN or a Denial Notice issued by the SSA with a visa, I-94, and current non-US Passport.

#### Massachusetts Residence (Photocopies are not acceptable)

- ☐ Current MA learner's permit, MA license, or MA ID card
- ☐ Expired MA driver's license or MA ID card (expired no more than 12 months)
- ☐ Certified or attested copy of a court order of a federal, state, or county court within the U.S. that contains a raised court seal and includes the applicant's full name, residential address, and DOB (examples include an adoption document, a name change document, and a gender change document) (dated within 12 months of application)
- ☐ Home mortgage or lease; or loan contracts (examples include Retail Installment Sale Agreement, and Motor Vehicle Installment Sale Contract), with the applicant's name, residential address and signature (dated within 12 months of application)
- ☐ Current, valid homeowner's or renter's insurance policy with the applicant's residential address that is for the current or immediate prior year
- ☐ (a) A bank passbook with applicant's name and residential address printed or written in a designated place in the passbook; (b) A bank statement or transaction-related document (no more than 60 days old) on a form generated by the issuing bank and displaying the bank's name and mail address, and the applicant's name and residential address, received through mail by applicant; (c) A checkbook with the applicant's preprinted name and residential address; or (d) ATM/Debit Card statement with name and residential address (no more than 60 days old)
- ☐ Canceled personal check (copy acceptable if printed on a sheet with other cancelled checks and issued as part of a monthly statement by the bank) with signature of applicant and preprinted residential address on the check and dated not more than 60 days earlier
- ☐ Original or certified copy of a U.S. - issued Marriage Certificate (dated within 6 months of application)
- ☐ A utility bill (gas, electric, wired telephone, wired cable, or heating oil delivery bill) (no more than 60 days old) that contains the applicant's name and residential address
- ☐ Current Massachusetts registration card
- ☐ A property tax or excise tax bill that is for the current or the immediate prior year and contains the applicant's name and residential address
- ☐ Tuition bill or student loan coupons, with residential address, with a due date of not more than 12 months old
- ☐ Original school transcript with name and residential address (not valid if more than 12 months old)
- ☐ Original letter issued and signed by the principal, headmaster, or official keeper of the records of a MA school (including a college or university) on school's letterhead that states the applicant is currently a resident student and includes the name and date of birth (dated within 12 months of application)
- ☐ Medicaid correspondence (dated within six months of application)
- ☐ Credit Report issued by Experian, Equifax, or TransUnion (dated within 12 months of application)
- ☐ Annual Pension or Retirement Statement for the current or immediate prior year
- ☐ Annual Social Security Statement for the current or immediate prior year
- ☐ First-class mail from any federal or state agency that displays residential address
- ☐ W-2 Form from current or previous year that displays residential address
- ☐ Cell phone, credit card, doctor, or hospital bill issued within the last 30 days
- ☐ Voter registration signed & certified by city/town clerk
- ☐ Pre-printed pay stub with employer's name and address and applicant's name and residential address (no more than 30 days old)
- ☐ Current car loan payment book that displays residential address
- ☐ Car insurance policy/bill (no more than 60 days old)
- ☐ Current MA-issued Professional License that displays residential address
- ☐ Jury Duty Summons (dated within 12 months of application)
- ☐ Census or Census Verification for current year
- ☐ MA Firearms Card, with photo, signature, residential address, and DOB (expired no more than 12 months)
- 18 – 21 year old applicants**
- ☐ Notarized statement from parent/legal guardian that states applicant currently resides in the parent/guardian's home

#### Date of Birth (Photocopies are not acceptable)

- ☐ U.S. or non-U.S. passport with photo (non-US passport must contain visa and I-94)
- ☐ Current MA learner's permit, MA license, or MA ID card
- ☐ Expired MA license or MA ID card
- ☐ Out-of-state license with photo and DOB issued by a state, territory, or possession of the U.S., D.C., a province of Canada, or a state of Mexico or the Federal District of Mexico City
- ☐ Original birth certificate issued in the U.S. or its territories or a copy certified by the agency that issued the original certificate or a copy certified by a Bureau of Vital Statistics or a state Board of Health within the United States (a hospital-issued certificate is not acceptable)
- ☐ Original out-of-country birth certificate certified by the agency that issued it. If not in English, the certificate must be translated.
- ☐ Certified or attested copy of a court order of a federal, state, or county court within the U.S. that contains a raised court seal and includes the applicant's full name and DOB (examples include an adoption document, a name change document, and a gender change document)
- ☐ Certain Bureau of Citizenship and Immigration Services documents and other U.S. Government immigration documents (See list of Official Immigration Documents)
- ☐ U.S. military discharge papers (DD 214) with DOB
- ☐ U.S. Coast Guard Merchant Mariner card with photo and DOB
- ☐ Original or certified copy of a U.S. - issued Marriage Certificate with DOB listed
- ☐ Original or certified copy of a baptismal certificate, provided the original certificate was issued within one year of the applicant's birth by a church in the U.S. and contains the applicant's DOB
- ☐ Original letter issued and signed by the principal, headmaster, or official keeper of the records of a MA school (including a college or university) that is on school letterhead and states the applicant is currently a resident student and includes the name and DOB
- ☐ U.S. military (or military dependent) ID with photo and DOB
- ☐ MA Firearms Card, with photo and DOB

#### Signature (Photocopies are not acceptable)

- ☐ U.S. or non-U.S. passport with photo (non-US passport must contain visa and I-94)
- ☐ U.S. Coast Guard Merchant Mariner card with photo and signature
- ☐ Current MA learner's permit, MA license, or MA ID card
- ☐ Expired MA driver's license or MA ID card
- ☐ Out-of-state license with photo and signature issued by a state, territory, possession of the U.S., D.C., province of Canada, or a state of Mexico or the Federal District of Mexico City
- ☐ Certain Bureau of Citizenship and Immigration Services documents and other U.S. Government immigration documents (See list of Official Immigration Documents)
- ☐ Lease or loan contracts, with name and signature
- ☐ U.S. military discharge papers (DD 214), with signature
- ☐ Canceled personal check with signature & preprinted address
- ☐ Original or certified copy of a U.S. - issued Marriage Certificate
- ☐ Current or expired ID with photograph and applicant's signature, issued by a U.S. agency, the District of Columbia, a state or state agency (but not a state college/university ID), a municipality, a territory, or a possession of the United States, a province of Canada, or a state of Mexico or the Federal District of Mexico City
- ☐ U.S. military (or military dependent ID) with photo and signature
- ☐ Selective Service Card with name & signature
- ☐ Social Security Card
- ☐ MA Firearms Card, with photo and signature

#### Official U.S. Immigration Documents (Photocopies are not acceptable)

If the document has an expiration date which has passed, the document is not acceptable.

1. Certificate of Naturalization.....N-550, N-570, or N-578
2. Certificate of Citizenship.....N-560, N-561, or N-645
3. U.S. Citizen Identification Card.....I-179 or I-197
4. Permanent Resident Card ("Green Card").....I-551
5. Temporary Resident Identification Card.....I-688
6. Record of Departure (in valid Foreign Passport).....I-94  
The I-94 and the valid foreign Passport it is within, count as only one Acceptable Document.
7. Processed for I-551 stamp (in valid, Foreign Passport)
8. U.S. Permanent Resident Re-entry Permit.....I-327
9. U.S. Refugee Travel Document.....I-571
10. Employment Authorization Card.....I-688B, I-766
11. Documents specific to the applicant based upon decisions of the U.S. Department of State, U.S. Department of Justice (including Executive Office for Immigration Review, Board of Immigration Appeals and former Immigration and Naturalization Service), or U.S. Department of Homeland Security (including Bureau of Citizenship and Immigration Services.)